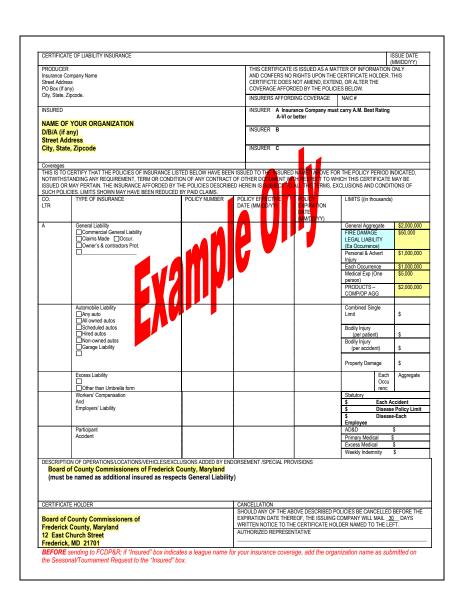
# Frederick County Parks & Recreation Division

2011 Insurance Requirements
for
Sports Field Use

### **Certificate of Insurance**



## 2011 Sports Season

### Insurance Requirements

- ✓ The Certificate of Insurance
- ✓ Endorsement page for the Additional Insured
- ✓ Endorsement page for the Waiver of Subrogation

# The wording on all Insurance paperwork MUST be exact

Refer to the following two pages for the exact wording required for these THREE forms of proof of insurance

### **Description of Operations Box**

Board of County Commissioners of Frederick County, Maryland must be named as an additional insured on the General Liability Policy.

A Waiver of Subrogation Endorsement must also be provided on the General Liability Policy, naming the Board of County Commissioners of Frederick County, Maryland.

The actual Additional Insured and Waiver of Subrogation endorsements must be provided.

Blanket Endorsements are acceptable, however if Blanket Endorsements are not used, the County must be named exactly as shown in the CERTIFICATE HOLDER block in the example provided in this packet.

### **Certificate Holder Box**

Board of County Commissioners of Frederick County, Maryland 12 East Church Street Frederick MD 21701

Insurance certificates containing any added information in the "Certificate Holder's" box will be returned.

- ➤ You may NOT play on any FCPRD fields until all Insurance Requirements are met
- ➤ All Insurance Paperwork <u>must</u> be on file in the Parks Office at all times
- > All insurance must be kept current at all times
- > Renewed Insurance submitted must be complete and sent by the expiration/renewal date
- > Expired insurance will cause the cancellation of your sports field reservations

#### **FOR QUESTIONS ONLY**

If you would like additional information about the insurance paperwork requirements,

you may call or email the Frederick County Risk Management Office

Mike Beard, Risk Manager

mbeard@FrederickCountyMD.gov

301-600-1357

All Insurance Paperwork
MUST be sent to the
PARKS OFFICE ONLY